

# Renewal Fees

Renewal fees are due ***BEFORE*** the expiration date. A late fee of \$50 will be due for renewals submitted or resubmitted after the renewal due date, but at least 45 days prior to the expiration date. A late fee of \$100 will be due for renewals submitted or resubmitted less than 45 days prior to the expiration date but within 1 year after the expiration date.

**CERTIFICATES THAT ARE NOT RENEWED WITHIN ONE YEAR OF THE EXPIRATION DATE CANNOT BE RENEWED!**

<b><u>EXPIRATION DATE</u></b> If your certification expires on this date...	<b><u>RENEWAL DATE</u></b> You must renew by this date to avoid late fees	<b><u>FIRST LATE FEE</u></b> A \$50 late fee applies if you renew after the "Renewal Date" but before this date...	<b><u>SECOND LATE FEE</u></b> A \$100 late fee applies if you renew after the "First Late Fee" date but before this date...
January 1, 2002	September 1, 2001	November 17, 2001	January 1, 2003
February 1, 2002	October 1, 2001	December 18, 2001	February 1, 2003
March 1, 2002	November 1, 2001	January 15, 2002	March 1, 2003
April 1, 2002	December 1, 2001	February 15, 2002	April 1, 2003
May 1, 2002	January 1, 2002	March 17, 2002	May 1, 2003
June 1, 2002	February 1, 2002	April 17, 2002	June 1, 2003
July 1, 2002	March 1, 2002	May 17, 2002	July 1, 2003
August 1, 2002	April 1, 2002	June 17, 2002	August 1, 2003
September 1, 2002	May 1, 2002	July 18, 2002	September 1, 2003
October 1, 2002	June 1, 2002	August 17, 2002	October 1, 2003
November 1, 2002	July 1, 2002	September 17, 2002	November 1, 2003
December 1, 2002	August 1, 2002	October 17, 2002	December 1, 2003

If payment is postmarked after the due date, a late fee will be charged. A discount is being offered to operators who are currently certified as ***both*** a water treatment operator ***and*** a water distribution operator. If you only have one certificate, you would need to submit the fee listed under *Renewal Fee*. If you hold both certificates, please submit the fee listed under *Discount Fee*. If you are certified as a distribution operator and a treatment operator, a separate notice will be sent to your address of record as each individual certification becomes due. You will be required to pay a separate fee to maintain each certification.

## RENEWAL FEES

<b>Grade</b>	<b>Renewal Fee</b>	<b>Discount Fee</b> (certified in <b><i>both</i></b> water treatment <b><i>and</i></b> distribution)	<b>First Late Fee</b>	<b>Second Late Fee</b>
1	\$70.00	\$55.00	<u>plus</u> \$50.00	<u>plus</u> \$100.00
2	\$80.00	\$60.00	<u>plus</u> \$50.00	<u>plus</u> \$100.00
3	\$120.00	\$90.00	<u>plus</u> \$50.00	<u>plus</u> \$100.00
4	\$140.00	\$105.00	<u>plus</u> \$50.00	<u>plus</u> \$100.00
5	\$140.00	\$105.00	<u>plus</u> \$50.00	<u>plus</u> \$100.00

**CONTINUING EDUCATION HOURS ARE REQUIRED FOR CERTIFICATES THAT EXPIRE AFTER DECEMBER 31, 2003**  
**(You do not have to show Continuing Education with this renewal.)**

Continuing education contact hours must be obtained between renewal periods and prior to the submittal of the renewal application. Because the renewal application is due 120 days, (four months), prior to the certificate expiration date, it is necessary to complete the contact hours at least four months prior to the expiration of the certificate in order to avoid late fees. If your current certificate expires on or before December 31, 2003, continuing education is not required to renew your certificate.

**EXAMPLE**

If your certificate expires on February 1, 2003 you must renew your certificate before October 1, 2002 in order to avoid late fees. Continuing education contact hours must be taken between your last renewal and the October 1, 2002 renewal. You may start collecting contact hours when you receive your Water Treatment I.D. card in the mail that shows an expiration date after December 31, 2003.

The following number of contact hours of continuing education will be required for renewal:

Grade T1 and D1 = **12** hours  
Grade T2 and D2 = **16** hours  
Grade T3 and D3 = **24** hours  
Grade T4 and D4 = **36** hours  
Grade T5 and D5 = **36** hours

Operators possessing both water treatment and distribution operator certificates (issued by the State Department of Health Services) may apply continuing education hours to both certificates. Up to 25 percent of the required contact hours can be obtained in operator safety training.